

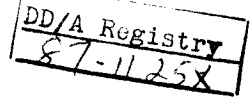
ROUTING AND RECORD SHEET				
SUBJECT: (Optional)				
Letter of Commendation for DDA Signature				
FROM: C/CRD <i>JK</i> 322 Ames Building		EXTENSION	NO. <i>DD/A Registry</i> <i>P7-1125X</i>	
			DATE 29 May 1987	
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. EXA/DDA 7D10 Headquarters Attention: Jim Reid	01 JUN 1987	6/1	<i>JK</i>	Jim - We discussed the idea of these letters briefly some time back. I trust that they are appropriate in this form.
2. ADDA	1 JUN 1987		<i>LA</i>	
3. DDA	02 JUN 1987		<i>D</i>	C/CRD
4. DDA/Registry				
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Central Intelligence Agency



Washington, D.C. 20505



02 JUN 1987

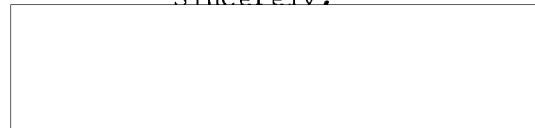
Dr. Frank Burke
 Acting Archivist of the United States
 National Archives and Records Administration
 Eighth Street & Pennsylvania Ave., N.W.
 Washington, D.C. 20408

Dear Dr. Burke:

During their systematic declassification review of some Office of Strategic Services (OSS) records transferred to the National Archives and Records Administration (NARA) Records Group 226, Entry 190, members of the Records Declassification Division noted that a number of documents with unusual markings were being handled in different and inconsistent ways. To ensure that these documents would be handled consistently and in the proper manner, they contacted CIA which investigated the situation. It was discovered that some documents that should have been withdrawn had been overlooked. Given this alert to the situation, the Agency was able to make the necessary corrections and avoid any exposure of sensitive information to unauthorized persons.

For their alertness and the quick action they initiated, I would like to commend Archives Technician Meredith McCain, Archivist John Duffy, Supervisory Archivist Tom Graf, and Chief of the Archives Review Branch, Ms. JoAnn Williamson. Their sensitivity to even small differences among records and their ability to recognize that such small factors could indicate the possible inadvertent release of sensitive information that requires protection, is admirable. In addition, they willingly assisted in searching out other such documents in this collection to ensure that all were properly protected. The actions of these individuals have benefitted CIA directly and, in our eyes, have brought much deserved credit to NARA.

Sincerely,



William F. Donnelly
 Deputy Director for Administration

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Dr. Frank Burke
Acting Archivist of the United States
National Archives & Records Administration
Eighth Street & Pennsylvania Ave., N.W.
Washington, D.C. 20408

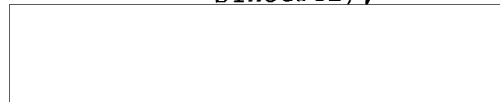
Dear Dr. Burke:

During the recent process of transferring part of the 2,600 cubic feet of Office of Strategic Services (OSS) records to the National Archives and Records Administration (NARA) we inadvertently included 15 cubic feet of a card index file of uncertain classification status. The records in which the index file was contained were placed in Records Group 226, Entry 190 and eventually arrived at the Military Archives Division of NARA for processing. Members of the Military Archives Division were quick to note that this particular index file was unusual because of the nature of the information it contained and the absence of clear markings as to its classification status. They alerted CIA to the potential problem and thus averted what could have been an improper disclosure of classified information.

For their alert work and quick action in this matter I would like to commend Archivist Larry McDonald, Archivist Tim Mulligan, and Chief of the Military Reference Service, Robert Wolfe. Their attention to detail, their alertness in spotting that which was not quite "right," and their willingness to question and get answers demonstrates a truly responsible and committed attitude toward their work which is most commendable. In this case, their actions were of considerable benefit to the CIA and I want to express my gratitude accordingly. Your personnel have again shown their professionalism of which you have every right to be proud and we, to be comforted.

Again, my appreciation for a job very well done.

Sincerely,



William F. Donnelly
Deputy Director for Administration

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